



## **Trawden Forest Neighbourhood Plan**

### **Steering Group Meeting Minutes – 22<sup>nd</sup> April 2026**

Members present: Cllr Adrian Foulkes, Clerk Adele Smith, Joanne Webber Trawden Wildlife Group, Neil O'Neill Homer by Teams.

Apologies – Chris Wilding, Cllr Barry Hodgson, Borough Cllr Sarah Cockburn-Price, Freda Lester

#### 1. Progress Report and Request for Information from NH

- Adele has advised Neil of the decision from the Parish Council regarding completion of the Plan and associated costs. Neil advised that the new NPPF is nearing completion and the Basic Conditions have now changed. With reference to the Call for Sites, Neil feels that, by Pendle Borough Council carrying this out, there would be an initial cost saving but their approach is different and can they fit into the scheduled that the Steering Group would like to achieve? They would approach each site on its own merits and won't look at a combination of sites and how they would fit together in the Parish. They would achieve an aggregated score based on their own scoring matrix. Neil feels that the Steering Group could have a nuanced approach where all sites would fit together and where we could state what would be expected to be built on the sites. Agreed by those present.
- The new Pendle Local Plan has been adopted but its shelf life is limited. Neil feels that Pendle Borough Council can add value to the plan in other areas and would need to be involved in the Strategic Environmental Assessment (SEA). Neil confirmed that there would be a cost reduction of around £5000 if the Call for Sites was done by Pendle Borough Council. PBC confirmed via email 22/04/26 that call for sites are to be done by the NP team. The Parish Council would need to decide how to move forward with this. Neil has suggested that a meeting be called with him, Chris Wilding, Planning Officers (John Halton?) and Adele. Neil will draft an email with an agenda and forward this to Adele.
- Neil has templates for the completion of tasks to be included in the Plan and suggests that, in order for the Regulation 14 consultation to take place, an informal engagement exercise needs to be conducted on the sites suggested. Is it possible to do this at the Garden Festival? Volunteers to cover the sessions would need to be appointed.

#### 2. Progress Report for TPC

Chris is willing to liaise with Pendle Borough Council where required and Adrian will ask if he can attend a Teams meeting, as above.

#### 3. Character Area Map Discussion

- The Character Area Maps are now done and numbered CA1-7. It has been suggested that one be created for Wycoller. Adele to ask Ele Jolley if she can draw a red line around the area, on google maps and suggest vantage points and take photos of these. Neil will look at a Character Area Appraisal for the area and copy across anything relevant from the Conservation Area report. A cost is required for producing this.
- Adrian will forward the Green Spaces forms to Joanne so that she can add relevant information to them, where required.

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#### 4. Conservation Area Discussion

- It was decided at the Parish Council meeting that Growth Lancashire, Pendle Borough Council's consultant should carry out the review of the Conservation Area document. PBC emailed 22/04/26 with estimated cost of above £10k , Adrian will send the details from PBC to Neil Homer for a quote based on the document supplied by PBC.
- The Trawden Wildlife Group are interested in the woodland off Skipton Road that the Parish Council has been offered. Further discussions are required regarding the land at the Parish Council meeting now that information regarding transfer has been received.

#### 5. Sustainable Growth Discussion

How the call for sites will be done needs further discussion with Pendle Borough Council. PBC confirmed via email 22/04/26 that call for sites are to be done by the NP team.

##### 5.1 Manage the Character of Development

- Neil suggested that a Green Infrastructure Network be included in the Plan. There needs to be understanding on how this would work within the plan.
- Joanne has copies of the Character Area maps and will mark any new information on these.
- Adele has taken the majority of pictures for CA4.

##### 5.2 Meet the needs for sustainable and type of Housing

The idea of self-builds and smaller properties for downsizing purposes need to be looked at. Evidence the requirement with data from ONS. Update from old plan.

##### 5.3 Promote and manage off road parking areas

Everyone is aware that people do not park their vehicles in their garages, and it was suggested that communal parking spaces or carports be provided as an alternative. Any garage sizing requirements would require a robust policy, and consideration needs to be given to parking courts/carports on new developments.

##### 5.4 Enhance local amenities

It was suggested that the proposed Green Spaces additions to the NHP may require consultation which would include community groups, Colne Town Council, Calderdale Council, Laneshaw Bridge Parish Council and school.

##### 5.5 Support and encourage Tourism

Adrian has drawn up a document showing all Air BnB's, glamping etc. It shows that the Parish is comprised of boutique, low volume, high quality overnight accommodation. There are a lot of visitors to the area with walking being a major reason for people choosing to stay here. Adrian will send Neil the draft document regarding tourism as the Plan needs to show that it is supported.

#### 6. Any Other Business

Joanne Webber and Barbara Savage are co-opted onto the Steering Group as members from Trawden Wildlife Group.

Meeting closed 3.15pm